

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**  
JUNE 8, 2020, 8:00 A.M.  
FIRST FLOOR AUDITORIUM – ROOMS H & I  
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The meeting was called to order by Dodge County Finance Committee Chairman, Dave Frohling, at 8:03 a.m.

Members present from the Finance Committee: Benter, Caine, Frohling, Schmitt, and Sheahan-Malloy.

Member(s) absent from the Finance Committee: None.

Others present: Finance Director David Ehlinger; Deputy County Clerk Christine Kjornes; County Administrator Jim Mielke; Corporation Counsel Kimberly Nass; Assistant Finance Director Eileen Lifke; Human Resources Director Sarah Hinze; Dodge County Treasurer Patti Hilker; Information Technology Director Justin Reynolds; Clearview Director of Financial Services Nicole Grossman; Clearview Executive Director Ed Somers; Human Services and Health Department Fiscal Support Services Division Manager Monica Hooper; DANA Investment Senior Vice President Ellen Roberts; DANA Investment Senior Vice President-Portfolio Manager Matthew Slowinski; DANA Investment Chief Investment Officer and Portfolio Manager J. Joseph Veranth; County Board Supervisor Cathy Houchin; County Board Supervisor Jeff Berres; County Board Supervisor David Guckenberger; County Board Supervisor Joseph Marsik (by phone); and County Board Chairman Russell Kottke.

The following Non-Committee Member County Board Supervisors requested payment for attending the meeting: Jeff Berres.

There was no public comment.

Motion by Caine, seconded by Benter to approve the May 11, 2020 minutes, and the May 19, 2020 minutes, as presented. Motion carried.

DANA Investment Senior Vice President Ellen Roberts, DANA Investment Senior Vice President-Portfolio Manager Matthew Slowinski, and DANA Investment Chief Investment Officer and Portfolio Manager J. Joseph Veranth appeared before the Committee to present Dodge County's Cash Reserve Portfolio with DANA Investment Advisors. Ms. Roberts introduced Mr. Slowinski, and Mr. Veranth, and she provided a brief background on DANA Investment. Mr. Slowinski reviewed the portfolio summary that was included in the document entitled *Dodge County Cash Reserve, as of May 31, 2020*.

Mr. Veranth commented that coupons adjust with rates, and bonds get principal back each month which reduces risk. Mr. Veranth reviewed how the Forbearance Program affects earnings.

The Committee continued with a discussion on the financial impact of the Human Resources policy converting two (2) days of paid sick leave to paid personal days. Supervisor Frohling commented that a memo was emailed to the Committee members on June 5, 2020. Supervisor Sheahan-Malloy, and Supervisor Schmitt voiced their concerns with the conversion of two (2) days of paid sick leave to paid personal days. County Administrator Jim Mielke explained that 2096 hours are built into the budget, and the 2096 hours includes vacation, sick leave, holidays, and hours worked. Supervisor Marsik commented that the policy can be reviewed and modified at a future date.

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Supervisor Frohling provided an oral report to the Committee regarding Resolution 20-01 Authorizing the Decrease in Per Diem Compensation Paid to Members of the Dodge County Board of Supervisors. Supervisor Frohling reported that the County Board, at the May 19, 2020 meeting, referred the Resolution 20-01 back to the Finance Committee to review the fiscal impact. Supervisor Frohling further reported that he intended to move to indefinitely postpone the Resolution at the June 16, 2020 County Board meeting. The Committee had a brief discussion on the freezing of employee wages. It was a consensus of the Committee to move Resolution 20-01 to indefinitely postponed at the June 16, 2020 County Board meeting.

Mr. Mielke provided an oral report to the Committee regarding the airport hangar roof repair/replacement. Mr. Mielke reported that an insurance claim has been filed, and on June 2, 2020, an adjuster inspected the airport hangar roof. Mr. Mielke commented that the funding for the repair of the roof has not been determined. Supervisor Caine commented that the temporary repair on the roof is doing well.

Finance Director David Ehlinger provided an oral report to the Committee regarding the 2019 audit presentation by Johnson Block. Mr. Ehlinger reported that due to COVID-19, Johnson Block is behind in their fieldwork, therefore, they will present to the Finance Committee and the County Board at the August 2020 meetings.

Mr. Ehlinger provided an oral report to the Committee regarding the issuance of a Request for Proposal (RFP) for Audit Services 2020. Mr. Ehlinger reported that the Finance Committee approved the RFP for Audit Services 2020 at the May 11, 2020 meeting, and the recommended changes by Corporation Counsel have been made. Mr. Ehlinger asked if the Committee wanted to be included in the review of the proposals. It was a consensus of the Committee to be included in the review of the proposals, and Supervisor Benter and Supervisor Caine will review the proposals. Supervisor Frohling will be included in the review process if needed.

Dodge County Treasurer Patti Hilker reported that there have not been any requests to have the County implement Act 185 extension of tax payments to October 1, 2020, and waiver of interest and penalty. Committee confirmed by consensus that it would not be advancing a resolution to the county board to implement Act 185 which would have extended the property tax payments to October 1, 2020, and waived interest and penalty.

There was no update from Public Health regarding Coronavirus (COVID-19).

Mr. Mielke provided an oral report to the Committee regarding the financial impact of COVID-19. Mr. Mielke reported that Dodge County will be receiving a \$1.4 million allocation from the State of Wisconsin to assist in the route to recovery. Mr. Mielke further reported that departments are keeping track of COVID-19 expenditures. Mr. Mielke commented that municipalities will also be receiving allocated funds, but this is separate from what Dodge County will be receiving.

Mr. Mielke provided an oral report to the Committee regarding the updated draft of the 2020-2024 Capital Improvement Plan (CIP). Mr. Mielke distributed a document entitled *2020-2024 Capital Improvement Plan, Modified – June 2020* to the Committee members. Mr. Mielke reported that the CIP is a working draft, and he has worked with department heads in looking ahead at various capital

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projects. He anticipates the CIP will be presented to the County Board at the October 2020 meeting. Mr. Mielke continued with a review of the draft CIP.

Mr. Mielke provided an oral report to the Committee regarding a presentation on the 2020 budget at the July County Board meeting. Mr. Mielke reported that there are many concerns regarding the financial implications of COVID-19, and a high level presentation on the 2020 budget will take place at the July 2020 County Board meeting. Mr. Ehlinger reviewed a document entitled *High Level COVID-19 Fiscal Effect Recap* spreadsheet that he prepared. Mr. Mielke commented that Net New Construction will be released in August of 2020.

Ms. Hilker commented that the Finance Committee meeting is held too early in the month to include the prior month's completed Monthly Investment Report, and Statement of the Dodge County Treasurer in the packet materials, therefore, she asked the Committee if she could forward the Monthly Investment Report, and Statement of the Dodge County Treasurer to them each month once completed. It was a consensus of the Committee to allow Ms. Hilker to forward the completed Monthly Investment Report, and Statement of the Dodge County Treasurer.

There was no discussion on the County Investments, and the County Sales and Use Tax Report.

There was no discussion on the following Unbudgeted/Excess Revenue Appropriation Requests:

- i. Additional Title III-E Carryover/Special Project Funds – Human Services and Health Department.
- ii. Amendment to ADRC Dementia Care PROJ – Human Services and Health Department.

There was no discussion on the Dodge County Checks over \$10,000 Report.

There will be a special meeting on **Tuesday, June 16, 2020, at 6:00 p.m.**, in the Auditorium, located on the first floor of the Administration Building.

The next regular meeting is scheduled for **Monday, July 13, 2020, at 8:00 a.m.**, in the Auditorium, located on the first floor of the Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 9:38 a.m.



**Ed Benter,**  
Secretary

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**